

Memorandum

Date: 2 May 2025

To: All Town Councillors

Election of Chairman and Vice-Chairman of the Council for 2025/2026

Members wishing to submit nominations for Chairman and Vice-Chairman of the Council for the coming year are requested to complete the attached form and return it to the Town Clerk by Monday 12 May 2025. Please ensure that all the required signatures have been included.



G FLEXMAN

TOWN CLERK

TO: Town Clerk

FROM: Cllr

DATE:

Council Chairman - 2025/2026

I wish to propose Councillor for the
post of Council Chairman for the 2025/2026 Municipal year.

Name:..... Signature:..... Date.....

I wish to second the proposal that Councillor: be
Council Chairman for the 2025/2026 Municipal Year.

Name: Signature Date

Consent to Nomination: I hereby consent to my nomination for the post of
Council Chairman for the 2025/2026 Municipal Year.

Name Signature Date

Council Vice-Chairman - 2025/2026

I wish to propose Councillorfor the post of
Council Vice-Chairman for the 2025/2026 Municipal Year.

Name: Signature Date

I wish to second the proposal that Councillor: be
Council Vice-Chairman for the 2025/2026 Municipal Year.

Name Signature..... Date.....

Consent to Nomination: I hereby consent to my nomination for the post of
Council Vice-Chairman for the 2025/2026 Municipal Year.

Name: Signature Date.....



NEW MILTON
TOWN COUNCIL

To Members of the F&GP Committee

Notice is hereby given that a meeting of the F&GP Committee of New Milton Town Council will be held on **Tuesday 13th May 2025** at 7.30pm (or immediately following the Annual Meeting, whichever is the earlier). These meetings will follow the Annual Council Meeting in the **Town Hall, 2 Ashley Road, New Milton.**

2 May 2025

Graham Flexman
Town Clerk

AGENDA

The business to be transacted is as follows:

PART 1 – PUBLIC SESSION

Apologies:

1. Election of Chairman:

(Note – The Chairman of the Council will take the chair for this item).

2. Election of Vice Chairman:

(Note – The Chairman of the F&GP Committee will take the chair for this item).

3. Next Meeting:

Monday 9 June 2025 at 6.30pm in the Town Hall, Ashley Road, New Milton.

D N Tungate
R A Reid
J Adams
W Davies
G R Blunden
A D O'Sullivan
S J Clarke
M Scott-Johns
R Maynard



NEW MILTON
T O W N C O U N C I L

To Members of the Amenities Committee

Notice is hereby given that a meeting of the Amenities Committee of New Milton Town Council will be held on **Tuesday 13th May 2025** at 7.35pm (or immediately following the mini-F&GP Committee, whichever is the earlier). These meetings will follow the Annual Council Meeting in the **Town Hall, 2 Ashley Road, New Milton.**

2 May 2025

Graham Flexman
Town Clerk

AGENDA

The business to be transacted is as follows:

PART 1 – PUBLIC SESSION

Apologies:

1. Election of Chairman:

(Note – The Chairman of the Council will take the chair for this item).

2. Election of Vice Chairman:

(Note – The Chairman of the Amenities Committee will take the chair for this item).

3. Next Meeting:

Tuesday 27 May 2025 at 6.30pm in the Town Hall, Ashley Road, New Milton.

G R Blunden
M Craze
D Hawkins
B Murrow
J Baker
A O' Sullivan
D Rice-Mundy
V Schooling
K Trehorn



NEW MILTON
TOWN COUNCIL

To Members of the Planning Committee

Notice is hereby given that a meeting of the Planning Committee of New Milton Town Council will be held on **Tuesday 13th May 2025** at 7.40pm (or immediately following the Amenities Committee, whichever is the earlier). These meetings will follow the Annual Council Meeting in the **Town Hall, 2 Ashley Road, New Milton.**

2 May 2025

Graham Flexman
Town Clerk

AGENDA

The business to be transacted is as follows:

PART 1 – PUBLIC SESSION

Apologies:

1. Election of Chairman:

(Note – The Chairman of the Council will take the chair for this item).

2. Election of Vice Chairman:

(Note – The Chairman of the Planning Committee will take the chair for this item).

3. Next Meeting:

Thursday 22 May 2025 at 6.30pm in the Town Hall, Ashley Road, New Milton.

S J Clarke
B Murrow
S P Davies
W B Davies
D E Hawkins
R Maynard
P M Moores
R A Reid
B M Scott-Johns

REPRESENTATIVE ON EXTERNAL BODIES

CURRENT APPOINTMENTS

New Milton Play & Youth Forum – Councillor S J Clarke

New Milton Youth Trust – Cllrs S J Clarke and R A Reid are Trustees

Forest Arts Centre Management Committee – Councillor A D O’Sullivan

NM Twinning Association – Councillor B Murrow

Memorial Centre Redevelopment – Councillor A D O’Sullivan

Indian War Memorial – Councillor M Craze

Dementia Allotment – Councillor B Murrow

Updated 2 May 2025

NEW MILTON TOWN COUNCIL CALENDAR OF MEETINGS 2025-2026

Month & Year	Town Council	Amenities Committee	F & GP Committee	Planning Committee
	Monday	Monday	Monday	Fortnightly Tue / Thu
May 2025	13 (Tue) Annual	27 (Tue)	-	6 (Tue) & 22
June 2025	23	-	9	5 & 17 (Tue)
July 2025 10 Indian Obelisk	-	7	21	3, 17 & 31
August 2025 23 WWII Clock	5 (Tue)	-	-	14 & 28
September 2025 02 VJ Day (80 th)	29	1	16 (Tue)	9 (Tue) & 25
October 2025 20 Annual Allots	-	14 (Tue)	27	7 (Tue) & 23
November 2025 9 Remembrance	10	24	-	6 & 18 (Tue)
December 2025 6 Carol Service	-	-	8	4 & 18
January 2026	5	19	-	TBA
February 2026	16	-	2	TBA
March 2026	30	2	16	TBA
April 2026	-	14 (Tue)	27	TBA
May 2026	11 Annual Meeting	26 (Tue)	-	TBA

All meetings are normally held at 6.30pm in the Town Hall, 2 Ashley Road, BH25 6AS
Members of the Public are welcome to attend any meeting and may speak as follows:

- a) If time permits, Town Council meetings will be adjourned at the end for a '**DEMOCRATIC HALF HOUR**' during which members of the Public, with the approval of the Chairman, may initiate discussion on matters of community interest and which fall within the responsibility of the Town Council.
- b) Prior to the commencement of other meetings, and at the discretion of the Chairman, a short period of Public Participation may take place. Members of the public may speak on any item(s) appearing on the public agenda, or on any other matter that falls within the Committee's terms of reference.

Annual Assembly (Town's Meeting) - Is a public meeting required by statute to be held between 1 March and 1 June (inclusive) each year. **Note: It is not a Town Council meeting.**

Annual Meeting of the Council - In a year of ordinary elections of parish councillors, the annual meeting shall be held within 14 days of the councillors elected at that election taking office.

01.05.25

General Power of Competence

Local councils in England were given a 'general power of competence' (GPC) in the Localism Act 2011, sections 1 to 8. "A local authority has power to do anything that individuals generally may do" – LA 2011, s 1(1), subject to two criteria set by the Secretary of State (LA 2011, s 8):

- Two thirds of the councillors must have been elected (1)
- The clerk must hold CiLCA or a level 4 qualification from the University of Gloucestershire (UOG) (2)

A local council must decide, at a full meeting of the council, that it meets the criteria for eligibility at that moment in time. The council is required to revisit that decision and make a new resolution at every 'relevant' (3) annual meeting.

Restrictions apply:

- Councils must continue to comply with relevant legal duties.
- Councils must comply with legislation such as Health & Safety, FOI, Data Protection and Employment laws.
- Councils must adhere to any statutory permission needed relevant to activity.
- Councils must still recognise the statutory duties of other authorities.

Possible activities:

- Run a shop – council must set up a company or co-operative (4)
- Invest in business – council to follow Government advice on investment (5)
- Provide bus shelters / road signs – permission required from Highways (6)

Notes:

- (1) At the precise moment that a council resolves that it meets the criteria, the number of councillors elected at the last ordinary election, or a subsequent by-election, must equal or exceed two-thirds of its total number of councillors. Elected councillors include all councillors who stood for election whether or not the election was contested. Co-opted or appointed councillors do not count as they are not elected. The total number of councillors means the number of seats on the council including those that might be vacant. If two-thirds is not a whole number, then it must be rounded up to the next whole number.
- (2) The clerk must hold at least one of the sector-specific qualifications and should have completed the relevant training designed as part of the National Training Strategy for local councils. From April 2012, this training is undertaken as part of the clerk's preparation for one of the recognised sector-specific qualifications. Where a clerk studied for one of these qualifications before April 2012, they undertake the relevant training and must pass this section of CiLCA 2012 in order to be fully qualified for the purposes of the GPC. The recognised sector-specific qualifications are (a) Certificate in Local Council Administration (CiLCA) (b) Higher Education qualifications for clerks awarded by the UOG.
- (3) A 'relevant' annual meeting is the annual meeting of the council after the ordinary election that takes place every four years. The confirmation does not have to take place every year.
- (4) If a council sets up a company or a co-operative society, it must abide by company law and follow statutory guidance from the Department for Communities & Local Government (DCLG) on charging (general power for authorities to charge for discretionary services) and trading (general power for local authorities to trade in function related activities through a company).
- (5) If a council wants to invest in a local business to support the local economy, it should follow Government advice on investments from the DCLG.
- (6) Provision of bus shelters / road signs would be subject to permission from Highways Authority.

NEW MILTON TOWN COUNCIL

MINUTES OF A MEETING OF NEW MILTON TOWN COUNCIL HELD ON MONDAY 31 MARCH 2025 AT 6.30PM IN NEW MILTON TOWN HALL

Councillors:	p	J Adams		P Moores
	p	J Baker	p	R Murrow
	p	G Blunden	p	A D O'Sullivan
	p	S Clarke	p	R A Reid - Chairman
		D Rice-Mundy	p	D N Tungate
	p	M Craze – Vice Chairman		V Schooling
	p	S Davies	p	M Scott-Johns
	p	W Davies		K Trehorn
	p	D Hawkins	p	R Maynard

In Attendance:

G Flexman - Town Clerk

J Bean – Administrative Officer

The Chairman welcomed Councillors, Officers, one member of the public and of the press.

120. APOLOGIES

Cllrs Moores, Trehorn, Schooling and Rice-Mundy.

121. DECLARATIONS OF INTEREST - None.

122. CHAIRMAN'S ANNOUNCEMENTS

21 st February 2025	Olive's 100 th Birthday celebration at Engleburn
1 st March 2025	Mayor's Tea Party at the Cliff House
8 th March 2025	NMRA AGM
13 th March 2025	Freemasonry in the Community Charity event
15 th March 2025	Unveiling of the Mural at New Milton Train Station
20 th March 2025	Groundbreaking Ceremony Becton Centre, Barton
23 rd March 2025	Chair of NFDC's Civic Event – St Mary Magdalene
23 rd March 2025	New Milton Music Festival Gala Concert

The Chairman also mentioned that he had attended 3 police surgeries.

He took the opportunity to remind the members about the Civic Celebration on Wednesday 9th April when the Community Champion, and Citizen of the Year will be announced as well as celebrating other members of the public.

123. MINUTES

The Chairman referred to minutes of the Council Meeting held on 17 February 2025.

It was

RESOLVED:

That the Minutes of Town Council Meeting held on 17th February 2025 having been circulated be confirmed and signed by the Chairman as a correct record.

The minutes were duly signed.

124. CORRESPONDENCE

The Town Clerk referred to:

- a) An email from Susan Day of SGN advising that Walkford Road will be closed between Walkford Lane and Hurst Close for 14 weeks from 28th April as they are replacing the gas pipe.
- b) An email from a local resident in relation to the bank closures in the town, suggesting that the Town Council might offer premises to the banks so that they can provide an ongoing service in person. The Town Clerk advised that he had been in contact with Angie Hjerling the NFDC Information Offices Manager who is liaising with both Lloyds and Santander with a view to them booking a session at the Town Hall for community banking but had heard nothing so far. Halifax have been using an office every Wednesday and are considering continuing with that.

Post Meeting Note from Angie Hjerling, Information Offices Manager of NFDC

Happy to confirm that Lloyds Bank have today (01.04.25) signed a contract to use NMTH for their weekly community banking sessions. This will commence every Friday, 9am-3:30pm, 23rd May 2025 until 31st October 2025 (then be reviewed). They will be using half of the large meeting room (nearest to window). Lloyds will be dropping off some leaflets and posters to advertise the new service soon. This is a welcomed addition to support the local community alongside the already existing Halifax community banking, which is still being well used. Santander Bank have also been approached with regards to community banking, after news of their imminent branch closure in the high street. They have informed NFDC that New Milton has been highlighted for a community banking service and are keen to possibly utilise the New Milton Town Hall venue also.

125. REPORTS BY COUNTY AND DISTRICT COUNCILLORS**Cllr S Davies**

Cllr Davies reported that he had attended the groundbreaking event at the Becton Centre where Vivid Housing Association will be building 22 apartments which will be added to the NFDC housing portfolio. He had also visited sites in Fordingbridge and Totton where further properties are being built. He was impressed with the standards on both of those sites. He said that he will shortly be attending the groundbreaking for the Brockhills Estate and was looking forward to having 61 properties available there by the end of the year. He had also been working with the Freeport, exploring possibilities for employment and re-education.

Cllr G Blunden

Cllr Blunden stated that the new Waste Strategy and bin rollout is now underway. He advised that any queries directed to NMTC should be referred to NFDC who have a team to deal with them. He mentioned that there had been some issues in New Milton and that these had been resolved very quickly. He mentioned press coverage of the issues with Hurst Spit and that NFDC are not responsible but understands there are moves afoot to secure funding from other organisations to remedy the situation. He was sorry to say the recent storms had led to the loss of 50 beach huts at Milford.

Cllr S Clarke

Cllr Clarke advised that he had attended Aspen Place when residents had met with NFDC to resolve some issues. The meeting had gone well and the NFDC staff had focussed on coming up with solutions. He was impressed to see this first hand.

Cllr A O' Sullivan

Cllr O' Sullivan reported that all of the District Councils in Hampshire have now put forward their proposals in relation to the Devolution programme.

Cllr J Adams

Cllr Adams reported that he had been busy at NFDC, and with NPA quadrant meetings. He mentioned upcoming meetings on 9th April at Ringwood Gateway and 28th April in Lyndhurst, both aimed at Parish Councils, and both concerned with Devolution / LGR. He said that at the last NPA meeting a one third reduction in the DEFRA grant has been reported. And some changes to the involvement of the Planning Committee who will only deal with more significant planning issues. He said that Forestry England will be bringing in parking charges from next year. He had some good news about the forest's woodcock population which has increased significantly (press article attached).

Cllr Tungate had nothing to report at this stage.

126. COMMITTEE REPORTS**a) Planning Committee**

Cllr Clarke, Chairman of the Planning Committee, submitted the minutes of Committee meetings held on 25 February, 13 and 25 March 2025 and moved their adoption.

It was

RESOLVED:

That Minutes 198 to 229 inclusive of the meetings held on 25 February, 13 and 25 March 2025 be received.

b) Amenities Committee

Cllr G Blunden, Chairman of the Amenities Committee submitted Minutes of the Committee meeting held on 3 March 2025 and moved their adoption.

It was

RESOLVED:

That Minutes 92 to 107 inclusive of the meeting held on 3 March be received.

c) Finance & General Purposes Committee

Cllr D N Tungate, Chairman of the Finance & General Purposes Committee submitted Minutes of Committee meeting held on 17 March 2025 and moved their adoption.

It was

RESOLVED:

That minutes 102 to 115 inclusive of the meeting held on 17 March be received.

127. SCHEDULE OF PAYMENTS

The Schedule of Payments, covering January previously endorsed by F&GP, was submitted for Council approval.

It was unanimously,

RESOLVED:

That the Schedule of Payments No 09/24/25 in the sum of £142,138.47 for the period 1 – 31 January be approved.

128. REPORTS FROM MEMBERS SERVING ON EXTERNAL ORGANISATIONS

Cllr A O' Sullivan read out a statement from New Milton Memorial Centre, as follows:

“As part of our journey towards being a cultural & community hub for the town, New Milton Memorial Centre have replaced our roof and appointed a new General Manager. Replacing the roof has left us short of funds. Little Acorns nursery is moving to new premises in Old Milton Road, after many years in which they (and the predecessor Little Angels nursery) have had sole use of part of upstairs. We are in negotiation with New Life Church to give them security of use of our upstairs rooms in return for a cash injection; this partnership may take the form of a 25-year lease on some rooms. This would allow us to upgrade certain aspects of the centre. We are launching a more regular programme of ticketed events, under the band “New Milton Hub”: dances, tribute bands, show. These should allow us to build back our reserves. Our next event is a VE80 concert on Saturday 3rd May. We will continue to provide a community facility for frequent NHS service, Royal British Legion meetings, Zumba, jive, Pilates, Weight watchers, ukulele group, Karate, Muslim prayer times etc. We will continue to be available for a wide range of occasional meetings: for the town council, residents’ association, RNLI, and others. We will also remain available for private bookings, whether parties or memorial services. We will still provide space for the Royal British Legion poppy appeal and annual town Remembrance Service. We will be sharing more of this vision at our Annual General Meeting on Wednesday 30th April from 7pm.”

Cllr B Murrow provided the following update on the New Milton Dementia Allotment.

“We are pleased to report the old shed has been removed and a new shed now installed. Thank you to the Estates Team for completing this job. The volunteers are delighted. An opening date for the allotment will probably be arranged later in April. Posters will be created and shared with the Dementia Community. Following on from the success of the Coda Memory Band session last year, we will arrange further music sessions this summer. Councillors are very welcome to join us – come and say hello to the volunteers and meet our visitors.”

129. TOWN DEVELOPMENT MANAGER

The Chairman referred to Appendix 1 being the TDM report which had previously been circulated. The report was noted. Cllr S Clarke advised that the TDM had put in a lot of time and effort to ensure that the public engagement was worthwhile and effective. He thanked her and the Councillors who attended for their hard work, noting both sessions were well attended with members of the local community asking valid and interesting questions. TDM is now collating the responses for further consideration.

130. COMMUNICATIONS REPORT

The Chairman referred to Appendix 2 being the Communications Officer's Report which had previously been circulated. The Chairman drew attention to the fact that the new website is due to go live at the beginning of April. Cllr G Blunden thanked the Communications Officer for her hard work and said that her report is very helpful.

131. NEXT MEETING: Annual Town's - Wednesday 7 May 2025 at 6.30pm – Town Hall, Annual Meeting – Tuesday 13 May 2025 at 6.30pm, Town Hall.

The Chairman adjourned the meeting at 6.52 pm for the Democratic Half Hour.

DEMOCRATIC HALF HOUR

The Chairman asked if anyone wished to speak. Alan Watson advised that he had come to the meeting to invite all members to the opening of the Community Garden which takes place on 8th June, the event will start at 3pm.

He also took the opportunity to mention the Lions event on 4th May on the recreation ground for VE80. He said that there will be 70 stalls which will include a history of New Milton, Punch and Judy and the WI offering rationing tastings. He mentioned that there will be a Military Band and 3 military wives choirs performing. There will also be an old-fashioned fair.

Alan Watson then reminded members about the VE Commemoration concert taking place in the Memorial Hall on 3rd May.

There being no further business to discuss, the Chairman thanked everyone for attending and indeed for their support over the past year particularly when unwell last November, this being the final Council meeting this Mayoral year. The Chairman closed the meeting at 7.03pm.

Chairman _____ Date _____

Distribution:

Town Councillors

District Councillors J L Cleary, C Ward

County Councillors M Kendal, F Carpenter, K Mans

New Milton Police

Press

Alan Watson – NewMilton.net

Sue Larking - NMRA

Mark Jeffries – Estates & Facilities Manager

Editor - Focus



Minutes of the meeting of Planning Committee for New Milton Town Council, held on Tuesday 8th April 2025 at 6.30pm at the Town Hall.

<u>Councillors:</u>	Chairman	p	S J Clarke	
	p	S P Davies		
	p	W B Davies	p	D E Hawkins
	p	R Maynard	p	P M Moores
	p	B Murrow		R A Reid
	p	B M Scott-Johns		

Officer: Theresa Elliott – Assistant Town Clerk.

There were 2 members of the public in attendance.

Application no. 25/10235 – One person spoke in favour of this application.

Val Sargeson representing New Milton Residents Association asked the following questions

- When would Milton Hall be occupied?
- Was there a timescale for any works or occupation for the health food shop next door or the Indian restaurant?
- Any timescale for the HSBC unit to be taken on by Lounges group?
- Bradbeers – any outcome for this application?

230. APOLOGIES

Cllr Reid had tendered his apologies.

231. DECLARATIONS OF INTEREST

The Chairman and Cllr S Davies declared a non-pecuniary interest in application 25/10229 (4 Cliffe Road) as the neighbours were known to them. Cllr W Davies declared a non-pecuniary interest in application 25/10214 (26 Avenue Road) as the applicant was known to him. In all cases the members took no part in debate or the votes and signed the register accordingly.

232. PUBLIC PARTICIPATION

The Chairman advised that no timescales were known.

(post meeting note – the Bradbeers application has now been approved).

233. MINUTES

It was then **RESOLVED:**

That the minutes of the meeting held on 25th March 2025 be agreed by the Chairman as a correct record.

The Minutes were duly signed.

234. MATTERS ARISING

The meeting clerk advised all action points had been completed.

235. LIST OF APPLICATIONS

The list of applications for the period ending 26 March and 2 April 2025 were considered (see attached list).

Cllr P Moores chaired the meeting from 6.57pm to 6.59pm, whilst application 25/10229 was discussed (see minute 231).

236. LIST OF DECISIONS

The list of decisions for periods ending 26 March and 2 April 2025 were noted (see attached list).

237. PREMISES LICENCE APPLICATION

A temporary premises licence had been applied for to cover 10th and 11th May at Fawcetts Field, for the 'Sham Rocks' festival. The serving of alcohol, live and recorded music indoors and outdoors would be for the full hours the festival runs, as below

Saturday 10 May – 12noon to 9pm

Sunday 11 May – 12noon to 8pm.

Members noted the application.

238. NEIGHBOURHOOD PLAN

None.

239. CORRESPONDENCE

None.

240. NEXT MEETING

The next meeting of the Planning Committee will be held on **Thursday 24 April 2025** at 6.30pm in the Town Hall.

The meeting closed at 7.03pm.

Chairman_____Date_____

Minute	Task	By whom	By when

Distribution:

Town Councillors;
District Councillors J L Cleary;
County Councillors F Carpenter, M Kendal and K Mans;
Police; Press.

List of Applications for the period 26 March and 2 April 2025 – Minute 235

Application No: **25/10198** Ward: Ashley South Authority: NFDC
Applicant: Mr M Bennett
Site: Land to the rear of 4 Belmont Road
Proposal: 2-bedroom bungalow to rear with new access via Cutlers Cose (Outline application with all matters reserved)
NMTC Comment: ACCEPTABLE (Delegated) subject to Tree Officer opinion and adherence to Neighbourhood Plan policy NM4 (Design Quality) on the need to mitigate the impacts of climate change and create biodiversity net gain.

Application No: **25/10214** Ward: Ballard Authority: NFDC
Applicant: Mr R Govier
Site: Stretton, 26 Avenue Road
Proposal: Demolition of existing house and annex and replace with two detached houses with parking and cycle storage; new dropped curb.
NMTC Comment: STRONG OBJECTION (non-delegated)
1) Impact to neighbour at 24a
2) Lack of onsite parking, contrary to Car Parking Standards SPD
3) Overdevelopment, cramped and contrived
4) Impact to character, as the plot width measures 9m compared to existing minimum of 11m.

During this item Cllr Scott-Johns circulated a copy of the objection from 24a, which was available through the New Forest District Council website.

Application No: **25/10227** Ward: Ashley North Authority: NFDC
Applicant: Mr M Green
Site: 77 Manor Road
Proposal: Single-storey rear extension.
NMTC Comment: ACCEPTABLE (Delegated) subject to adherence to Neighbourhood Plan policy NM4 (Design Quality) on the need to mitigate the impacts of climate change and create biodiversity net gain.

Application No: **25/10229** Ward: Barton & Becton Authority: NFDC
Applicant: Mr & Mrs Sargeant
Site: 4 Cliffe Road
Proposal: Single storey rear extension
NMTC Comment: ACCEPTABLE (Delegated) subject to adherence to Neighbourhood Plan policy NM4 (Design Quality) on the need to mitigate the impacts of climate change and create biodiversity net gain.

Application No: **25/10235** Ward: Barton & Becton Authority: NFDC
Applicant: Mrs R Owen
Site: Mulberry House, 7 Moorland Avenue

Proposal: Demolition of existing conservatory; single storey rear extension; addition of rooflights and alterations to fenestration.

NMTC Comment: ACCEPTABLE (Delegated) subject to adherence to Neighbourhood Plan policy NM4 (Design Quality) on the need to mitigate the impacts of climate change and create biodiversity net gain.

Application No: **25/10244** Ward: Ashley North Authority: NFDC
Applicant: Mr & Mrs Halligan
Site: 30 Oakwood Avenue

Proposal: Detached garage to replace existing garage.

NMTC Comment: ACCEPTABLE (Delegated) subject to Tree Officer opinion and adherence to Neighbourhood Plan policy NM4 (Design Quality) on the need to mitigate the impacts of climate change and create biodiversity net gain.

Application No: **25/10259** Ward: Barton & Becton Authority: NFDC
Applicant: Mr P Nineham
Site: 35 Bramshaw Way

Proposal: Single-storey rear extension; replace existing boundary wall with natural stone gabion boundary wall

NMTC Comment: ACCEPTABLE (Delegated) subject to adherence to Neighbourhood Plan policy NM4 (Design Quality) on the need to mitigate the impacts of climate change and create biodiversity net gain.

Application Number: **25/0118**

Ward Name: Bashley

Location: Harris House, 2 Harris Way

Description Oak x 1 - reduce.

NMTC Comment: Pruning, where agreed with the relevant authority's Tree Officer, is acceptable provided the long-term health and amenity value of the tree is maintained and where reasonably required to maintain the owner's amenity.

Application Number: **25/0124**

Ward Name: Barton & Becton

Location: Purbeck, 3 Dilly Lane

Description Oak x 1 - reduce

NMTC Comment: Pruning, where agreed with the relevant authority's Tree Officer, is acceptable provided the long-term health and amenity value of the tree is maintained and where reasonably required to maintain the owner's amenity.



Minutes of the meeting of Planning Committee for New Milton Town Council, held on Thursday 24 April 2025 at 6.30pm at the Town Hall.

<u>Councillors:</u>	Chairman	p	S J Clarke	
	p	S P Davies		
	p	W B Davies	p	D E Hawkins
	p	R Maynard	p	P M Moores
	p	B Murrow	p	R A Reid
	p	B M Scott-Johns		

Officer: Theresa Elliott – Assistant Town Clerk.

There was 1 member of the public in attendance, and no public participation.

241. APOLOGIES

All present.

242. DECLARATIONS OF INTEREST

None.

243. PUBLIC PARTICIPATION

None.

244. MINUTES

It was then **RESOLVED:**

That the minutes of the meeting held on 8 April 2025 be agreed by the Chairman as a correct record.

The Minutes were duly signed.

245. MATTERS ARISING

The meeting clerk advised all action points had been completed.

246. LIST OF APPLICATIONS

The list of applications for the period ending 9 and 16 April 2025 were considered (see attached list).

247. LIST OF DECISIONS

The list of decisions for periods ending 9 and 16 April 2025 were noted (see attached list).

248. NEIGHBOURHOOD PLAN

The Chairman stated that the working party had recently received two documents which would be forwarded to this committee and then on to Town Council. These were the Housing Needs Assessment and the Design Guidance and Codes. It was hoped these would be on the agenda for the next meeting. These documents contained valuable information about the town and it was considered important that all councillors view the information. This release was slightly ahead of the expected New Forest District Council one to support their Local Plan Review.

249. CORRESPONDENCE

a) Planning Appeal Lodged

An appeal has been lodged against New Forest District Council regarding application 24/10803 at 192 Gore Road for subdivision of land and erection of 2 dwellings with parking. The appeal will be dealt with by written representation which needs to be with the Inspectorate by 15 May 2025. Online representations as per link below
http://planning.newforest.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal= NEWFO_DCAPR_ =222176

b) Lymington and Pennington Neighbourhood Plan consultation

New Forest District Council and the National Park Authority are jointly consulting on the above. This is the Regulation 16 stage public consultation, and comments should be submitted by 5pm on Friday 30 May 2025.

All details can be found at <https://newforest.gov.uk/lymingtonandpenningtonplan>

c) Biodiversity comments

The Chairman read out a recent email exchange between him and resident Bob Lord, where Mr Lord had highlighted need for developers to complete the District Councils Ecological Enhancement Schedule for both major and minor applications. Mr Lord has been advised that the Neighbourhood Plan will further support biodiversity, along with the District Council's own policy.

d) Enforcement

Cllr Reid requested an update on an enforcement case, address provided.

250. NEXT MEETING

The next meeting of the Planning Committee will be held on **Tuesday 6 May 2025** at 6.30pm in the Town Hall.

The meeting closed at 7.14pm.

Chairman _____ Date _____

Minute	Task	By whom	By when
248	2 x document onto next agenda if possible	Meeting clerk	29/04/2025
248	Provide hard copies to Cllr Murrow	Meeting clerk	29/04/2025
249d	Request update	Meeting clerk	06/05/2025

Distribution:

Town Councillors;
District Councillors J L Cleary;
County Councillors F Carpenter, M Kendal and K Mans;
Police; Press.

List of Applications for the period 9 and 16 April 2025 – Minute 246.

Application No: **25/00305** Ward: Bashley Authority: National Park

Applicant: Mr J Summers

Site: Nairobi, Bashley Common Road

Proposal: One and two storey extensions.

NMTC Comment: ACCEPTABLE (Delegated) subject to adherence to Neighbourhood Plan policy NM4 (Design Quality) on the need to mitigate the impacts of climate change and create biodiversity net gain.

Application No: **25/00316** Ward: Bashley Authority: National Park

Applicant: Mr and Mrs O Callaghan

Site: Andana Cottage, New Lane

Proposal: Alterations to existing access

NMTC Comment: ACCEPTABLE (Delegated) subject to Highways Authority approval.

Application No: **25/00324** Ward: Bashley Authority: National Park

Applicant: Mrs E Davies

Site: St Just, Bashley Common Road

Proposal: Single-storey side extension; loft conversion with 1no. new window and 4no. roof lights

NMTC Comment: Acceptable (delegated) subject to adherence to Neighbourhood Plan policy NM4 (Design Quality) on the need to mitigate the impacts of climate change and create biodiversity net gain.

Application No: **25/10225** Ward: Barton & Becton Authority: NFDC

Applicant: Mr I Cornelius

Site: Moonrakers, 4 Barton Wood Road

Proposal: Ground floor extension; roof alterations and first floor extension; front and rear dormer windows to serve additional second floor habitable area; new garage; demolish existing garage.

NMTC Comment: Acceptable (delegated) subject to adherence to Neighbourhood Plan policy NM4 (Design Quality) on the need to mitigate the impacts of climate change and create biodiversity net gain.

Application No: **25/10262** Ward: Ashley South Authority: NFDC

Applicant: Mr W Gallacher

Site: 1 The Parade, Ashley Road

Proposal: Change of use of part of the building to a single dwellinghouse (ground floor flat) (Lawful Use Certificate for retaining an existing use or operation).

NMTC Comment: NO COMMENT

Application No: **25/10269** Ward: Milton
Applicant: Pennyfarthing Construction Ltd
Site: 62 Old Milton Road

Authority: NFDC

Proposal: Temporary double-sided signs for construction site (Application for Advertisement Consent)

NMTC Comment: Acceptable (delegated) subject to Highways Officer approval.

Application No: **25/10290** Ward: Barton & Becton
Applicant: Mr E Rance
Site: 114 Barton Drive

Authority: NFDC

Proposal: Single storey rear extension and garage.

NMTC Comment: Acceptable (delegated) subject to adherence to Neighbourhood Plan policy NM4 (Design Quality) on the need to mitigate the impacts of climate change and create biodiversity net gain.

Application No: **25/10300** Ward: Barton & Becton
Applicant: Mr Reeves
Site: 18 Heathwood Avenue

Authority: NFDC

Proposal: Single-storey rear & part side extension; installation of exterior walls following demolition of garage

NMTC Comment: Acceptable (delegated) subject to adherence to Neighbourhood Plan policy NM4 (Design Quality) on the need to mitigate the impacts of climate change and create biodiversity net gain.

Application No: **25/10302** Ward: Barton & Becton
Applicant: Drs P & H Lee-Robichaud
Site: 24 Seaward Avenue

Authority: NFDC

Proposal: Single-storey extension.

NMTC Comment: Acceptable (delegated) subject to adherence to Neighbourhood Plan policy NM4 (Design Quality) on the need to mitigate the impacts of climate change and create biodiversity net gain.

Application No: **25/10307** Ward: Barton & Becton Authority: NFDC
Applicant: Ms B Phillips
Site: 15 Beach Avenue

Proposal: Remodel of existing including two storey side extension; single storey rear extension; front porch extension; addition of solar panels; addition of roof window to loft; re-render of first floor external walls.

NMTC Comment: Acceptable (delegated) subject to adherence to Neighbourhood Plan policy NM4 (Design Quality) on the need to mitigate the impacts of climate change and create biodiversity net gain.

Application No: **25/10320** Ward: Milton Authority: NFDC
Applicant: Mrs S David
Site: 23 Milton Mead

Proposal: Two storey side extension

NMTC Comment: Acceptable (delegated) subject to adherence to Neighbourhood Plan policy NM4 (Design Quality) on the need to mitigate the impacts of climate change and create biodiversity net gain.

Application No: **25/10322** Ward: Milton Authority: NFDC
Applicant: Ms K Dixon
Site: 10 Furze Croft

Proposal: Single-storey rear and front extension, demolition of rear conservatory, render finish and fenestration alterations

NMTC Comment: Acceptable (delegated) subject to adherence to Neighbourhood Plan policy NM4 (Design Quality) on the need to mitigate the impacts of climate change and create biodiversity net gain.

Application No: **25/10337** Ward: Milton Authority: NFDC
Applicant: Mr S Bradbeer
Site: (ex HSBC) Bank, 87 Station Road

Proposal: Rear extension and fenestration alterations at first floor; windows to ground floor front elevation to be replaced with bi-fold windows.

NMTC Comment: Acceptable (delegated) subject to adherence to Neighbourhood Plan policy NM4 (Design Quality) on the need to mitigate the impacts of climate change and create biodiversity net gain.



NEW MILTON
T O W N C O U N C I L

Minutes of the meeting of Planning Committee for New Milton Town Council, held on Tuesday 6 May 2025 at 6.30pm at the Town Hall.

<u>Councillors:</u>	Chairman	p	S J Clarke
	p	S P Davies	
	p	W B Davies	p
	p	R Maynard	p
		B Murrow	p
	p	B M Scott-Johns	
			P M Moores
			R A Reid

Officer: Theresa Elliott – Assistant Town Clerk.

There was 1 member of the public in attendance.

Julia Stamper, representing New Milton Residents Association, asked whether any news was forthcoming on who might occupy the ground floor unit at 59 Station Road (ex Natwest/KFC).

251. APOLOGIES

Cllr Murrow had tendered his apologies.

252. DECLARATIONS OF INTEREST

None.

253. PUBLIC PARTICIPATION

The Chairman stated that no information was available currently.

254. MINUTES

It was then **RESOLVED:**

That the minutes of the meeting held on 24 April 2025 be agreed by the Chairman as a correct record.

The Minutes were duly signed.

255. MATTERS ARISING

The meeting clerk advised all action points had been completed.

256. LIST OF APPLICATIONS

The list of applications for the period ending 23 and 30 April 2025 were considered (see attached list).

257. LIST OF DECISIONS

The list of decisions for periods ending 23 and 30 April 2025 were noted (see attached list).

258. NEIGHBOURHOOD PLAN

a) Housing Needs Assessment (Appendix 2) – The Chairman made the following observations

- Housing market area was not self-contained as those that move do so within the wider area of the New Forest, Southampton, Test Valley, Winchester, Eastleigh and Fareham. This document was a desktop study.
- Paragraph 3.1.8 to 3.1.10 states that as New Milton has an ageing population it is appropriate to have a policy for specialist housing for older people.
- Section 4 deals with affordability. 75.3% properties are owned compared to national average of 61.3% (New Forest 74.2%) 0.6% shared ownership compared to national average 1% (New Forest 0.6%) Social rented 10.2% compared to national average of 17.1% (New Forest 10.8%) and private rented 14% compared to national average 20.6% (new Forest 14.4%)
- Tabel 4-3 showed median house prices with all types having grown by 26.5% between 2015 and 2024. There was quite a mismatch between the 2024 median house price (all type) of £375,000 compared to the affordable threshold of £250,000. Although the content was not surprising to members, at this point they expressed great concern for residents
- To enable a shared ownership (10%) property an annual income of £27,491 was required. Entry level market rent an annual income of £50,000 was required. For an affordable social rent, £18,113 was required in annual salary.
- AECOM (authors of the report) had stated the net shortfall of properties for affordable rent per annum was 15.
- Tabel 5-3 covered dwelling size.1 bedroom 9.4% compared to 11.6% national average (8.4% New Forest) 2 bedrooms 33% compared to national average 27.3% (New Forest 25.3%) 3 bedrooms 38.2% compared to 40% national average (New Forest 41.6%) 4+ bedrooms 19.4% compared to 21.1% national average (New Forest 24.7%)
- Table 5-5 showed the age structure from 2021 census, with 15-24 group at 7.8% of population and 65-84 age group at 30.8%

It was then

RECOMMENDED

That the Housing Needs Assessment dated April 2025 be endorsed and move to Town Council for approval.

b) Design Codes and Guidance (Appendix 3) – The Chairman outlined the following points

- The document was in draft form and all corrections had been picked up by members of the working party, final version yet to be issued
- The section on Heritage Value and Historic Development was comprehensive, with the outline of potential Area of Special Character outlined.
- Section 2.4 covers material uses with pictorial examples

- The section on design codes included sustainable design with suggestions to developers, biodiversity promotion and sustainable drainage
- New character areas are set, known as Settlement Focus Areas (section 4)

It was then

RECOMMENDED

That the Design Guidance and Codes document dated April 2025 be endorsed and move to Town Council for approval.

259. CORRESPONDENCE

a) Grant of Premises Licence

Notification has been received for the unit that was 'Forest Edge,' 6 Westcroft Parade. 'Westcroft Deli' have applied to sell alcohol for consumption on and off premises, between the hours of 8am and 11pm Monday to Sunday. The premises will be open from 7am to 11pm Monday to Sunday.

b) CIL Neighbourhood Proportions

New Forest District Council have informed that the following monies will be forthcoming soon as part of the developments

22/10964 – Rear of 27 Albert Road – 3 bed bungalow - £1,120.50

23/10675 – Becton Rough, Barton Common Road – 4 new dwellings - £6,276.83

23/10490 – 24-26 Moorland Avenue – One new dwelling - £1,197.50

c) Barton and Keyhaven Parking Restrictions

Hampshire County Council member Fran Carpenter has informed that her colleague Cllr Bowerman will be deciding the above on 16 May as part of an online meeting. Representations on the day can be made (using Hampshire County Councils Have your Say procedure <https://www.hants.gov.uk/aboutthecouncil/councillors/speakatmeeting> or via email lulu.bowerman@hants.gov.uk

Cllr Maynard stated that he would be making a representation on the day.

d) Hurst Spit to Lymington Coastline Management Strategy

There are a number of sessions from 10am to 1pm due to be attended by New Forest District Council, the Environment Agency and JBA Consulting for residents to visit and ask questions. See below –

Weds 7 May, Wednesday 2 July, Wednesday 3 September – Lymington Library

Thursday 22 May, Thursday 19 June, Thursday 17 July, Thursday 21 August, Thursday 18 September – Bridge Community Centre Café, Milford on Sea

Wednesday 4 June, Wednesday 6 August – Lymington Town Sailing Club

More information can be found at <https://www.hurstspit2lymington.co.uk>

e) Tree Preservation Order

A new order has been made at land at Engleburn Rest Home, Milford Road. This is a group order and covers all species on land northeast of Engleburn.

260. NEXT MEETING

The next meeting of the Planning Committee will be held following the **ANNUAL MEETING on TUESDAY 13 MAY 2025** in the Town Hall.

The next usual meeting of the Planning Committee will be held on Thursday 22 May 2025 at 6.30pm in the Town Hall.

The meeting closed at 7.35pm.

Chairman _____ Date _____

Minute	Task	By whom	By when
258a	Document to Town Council 13 May	Meeting clerk	08/05/2025
258b	Document to Town Council 13 May	Meeting clerk	08/05/2025
259c	List Cllr Maynard to take part	Meeting clerk	09/05/2025

Distribution:

Town Councillors;
District Councillors J L Cleary;
County Councillors F Carpenter, M Kendal and K Mans;
Police; Press.

List of Applications for the period 23 and 30 April 2025 – Minute 256.

Application No: **25/10336** Ward: Ashley South Authority: NFDC
Applicant: Mr W Gallacher
Site: 1 The Parade, Ashley Road

Proposal: Change of use of part of building to launderette; sub-division of exiting shop unit into 2 separate units, print shop (class e) retained and separate launderette (sui generis) (Retrospective).

NMTC Comment: ACCEPTABLE (Delegated) subject to adherence to Neighbourhood Plan policy NM4 (Design Quality) on the need to mitigate the impacts of climate change and create biodiversity net gain.

RECORDED VOTE - Cllr Hawkins objected.

Application No: **25/10343** Ward: Ashley North Authority: NFDC
Applicant: Mr Emmett
Site: 76 Brook Avenue North

Proposal: Single-storey rear and side extension; alterations to the existing front porch; raised patio; demolish existing garage.

NMTC Comment: ACCEPTABLE (Delegated) subject to adherence to Neighbourhood Plan policy NM4 (Design Quality) on the need to mitigate the impacts of climate change and create biodiversity net gain.

Application No: **25/10363** Ward: Barton & Becton Authority: NFDC
Applicant: Mrs T Shaul
Site: 14 Arnolds Close

Proposal: Removal and replacement of existing rear conservatory with extension.

NMTC Comment: ACCEPTABLE (Delegated) subject to adherence to Neighbourhood Plan policy NM4 (Design Quality) on the need to mitigate the impacts of climate change and create biodiversity net gain.

Application No: **25/10387** Ward: Ballard Authority: NFDC
Applicant: Mr Luke Hockley
Site: 15 Leigh Road

Proposal: Rear/side extension and removal of existing garage

NMTC Comment: ACCEPTABLE (Delegated) subject to adherence to Neighbourhood Plan policy NM4 (Design Quality) on the need to mitigate the impacts of climate change and create biodiversity net gain.

Application Number: **25/0176**

Ward Name: Milton

Location: Marandell, 1 Mount Close

Description Scots Pine x 1 - reduce.

NMTC Comment: Pruning, where agreed with the relevant authority's Tree Officer, is acceptable provided the long-term health and amenity value of the tree is maintained and where reasonably required to maintain the owner's amenity.

Application Number: **25/0180**

Ward Name: Barton & Becton

Location: Berrington, 74 Becton Lane

Description Holm Oak x 1 - reduce.

NMTC Comment: Pruning, where agreed with the relevant authority's Tree Officer, is acceptable provided the long-term health and amenity value of the tree is maintained and where reasonably required to maintain the owner's amenity.

Application Number: **25/0184**

Ward Name: Barton & Becton

Location: 18 Marine Drive

Description Sycamore x 5 - reduce

NMTC Comment: Pruning, where agreed with the relevant authority's Tree Officer, is acceptable provided the long-term health and amenity value of the tree is maintained and where reasonably required to maintain the owner's amenity.

Application Number: **25/0187**

Ward Name: Barton & Becton

Location: 6 Spindlewood Close

Description Lime x 1 - reduce; Birch x 1 - reduce.

NMTC Comment: Pruning, where agreed with the relevant authority's Tree Officer, is acceptable provided the long-term health and amenity value of the tree is maintained and where reasonably required to maintain the owner's amenity.

Application Number: **25/0199**

Ward Name: Ashley North

Location: 79 Manor Road

Description Oak x 1 - reduce.

NMTC Comment: Pruning, where agreed with the relevant authority's Tree Officer, is acceptable provided the long-term health and amenity value of the tree is maintained and where reasonably required to maintain the owner's amenity.

Minutes of the Meeting of the Amenities Committee of New Milton Town Council held on Monday 07 April 2025 at 6.30pm at the Town Hall, Ashley Road, New Milton.

Present:

Chairman:	p G R Blunden - Chairman	p M Craze - Vice Chair
Councillors:	D E Hawkins	p R Murrow
	p J Baker	p A D O'Sullivan
	p D Rice-Mundy	p V Schooling
	p K Trehorn	

In attendance:

Councillors: R A Reid

Officers: Graham Flexman - Town Clerk
Theresa Elliott – Assistant Town Clerk
Sam Welch – Administration Officer

The Chairman welcomed Councillors, Officers, five Members of the public and Jill Colclough of NFDC.

Bob Lord, Chairman of the Friends of Ballard Water Meadow and Volunteer Ranger, spoke regarding a small clearing in Fawn Gardens on the Crest estate, adjacent to Woar Copse. The group is working to restore this area into a wildflower meadow and the wildlife population associated with one.

Bob expressed surprise that three new trees, which are counterproductive to this goal, had been planted in the area. He explained this action was not in line with the previously agreed management plan submitted in 2022.

Bob also spoke on Agenda Item 9, relating to CIL Bids and asked if the committee would consider requesting funds to upgrade the public right of way between the Milford Road lay-by and the Golf Course through Barton Common. Currently, the route is almost impassable in wet weather, and alternate paths created by people trying to avoid the wetter sections are degrading the native ground flora.

He also requested any updates on the potential source of pollution in the Ballard stream, which he believes may be linked to recent ditching work undertaken by Ballard School.

[Post Meeting Note: An email was received from Ballard School who explained that “The ditch was re-dug by hand on school property to reinstate existing and legacy drainage system from the new playing fields. The re-digging of ditches every few years is good maintenance and doing it by hand near the public is best practice.”]

The meeting went into session at 6:35pm following the Public Participation period.

108. APOLOGIES

Cllr D Hawkins

109. DECLARATIONS OF INTEREST

None

110. PUBLIC PARTICIPATION

In response to Bob Lord, the Chairman noted the comments regarding Fawn Gardens and explained the method of deciding projects for CIL funding is a committee process, but assured Bob's comments would be taken on board

111. MINUTES

The Chairman referred to the previous Committee minutes of 03 March 2025.

It was,

RESOLVED:

That the Minutes of the meeting held on 03 March 2025, previously circulated, be signed by the Chairman as a correct record.

The minutes were duly signed.

112. MATTERS ARISING

The Chairman reviewed the action points from the previous committee meeting.

The Town Clerk confirmed action points had been addressed, with minutes 99 and 106 being discussed at agenda items 12 and 14, respectively tonight.



Minute	Action Points	Action by date	To be actioned by
98a)	Rugby Club Fun Day	17.03.25	F&GP
98b)	Lions Club event	04.05.25	Estates Manager
98c)	New Life Church event	18.04.25	Estates Manager
98d)	Wipeout World event	26.04.25	Estates Manager
98e)	Carrick Wood Geocache	ASAP	Comms Officer
99)	Men's Shed Plans	07.04.25	Asst Town Clerk
106)	Cricket Club lease	17.03.25	F&GP

113. CORRESPONDENCE

- a) The Town Clerk informed members that Alan Caswell, husband of 55 years to Sue Caswell, the Vice-Chairperson of the New Milton & District Twinning Association, passed away peacefully on 15th March at the age of 87 years. Members expressed their sincere condolences.
- b) The Town Clerk referred to an article from New Milton Advertiser & Times regarding the recent passing of Paul Brockman. It was noted that a celebration of his life is scheduled to take place at the New Milton Memorial Centre on Saturday, 26th April, from 2pm to 5pm, and is open to all who knew him.
- c) The Town Clerk referred to an email from Angela Jackson of the New Milton Community Garden, which included a mock-up of the proposed noticeboard design that was circulated to members. The Chairman noted the design was in keeping with existing noticeboards and would be installed within the community garden itself.

It was also reported that a recent site visit had taken place to discuss the positioning of the shipping container, the placement of which had been previously agreed, subject to certain conditions being met. It was confirmed that the container would be located near the trees, and that insurance coverage would be provided under the Town Council's policy if possible. Members expressed their approval of the proposals.

- d) The Town Clerk referred to an email from New Milton Cricket Club, requesting permission to install advertising boards on both sides of the clubhouse entrance. The Town Clerk advised that, following legal advice, there is no provision for such advertising in the draft lease agreement.

Additionally, it was noted that much of the building is communal, forming part of a multi-user site. There is potential for advertising to promote organisations that the Town Council or others may not support, which could lead to complications.

Members agreed that, in the light of these considerations and following legal advice, permission should not be granted for advertising boards at the clubhouse entrance.

114. STATION MASTERS HOUSE

Mandy Hayes and Julia Stamper of the Friends of New Milton Station (FNMS) gave a presentation on the No.1 Project, concerning the future of the Station Master's House and Southside Building.

The Chairman welcomed the presenters and took the item out of session at 6:56 pm

Julia commended Mandy for her leadership of the Friends group and noted recent improvements made to the station environment and explained that the Station Master's House had previously been identified as a key heritage asset through the Neighbourhood Plan, and widely agreed the building should be preserved.

Mandy outlined the history of the project, originally led by the Town Council in 2018, which stalled in 2021 due to structural concerns. Network Rail had reportedly invested around £100,000 in the property prior to this. FNMS have since revived the project with the aim of bringing the building into community use. A public consultation will help determine the final use of the building.

FNMS see their role as facilitators, bringing together partners rather than determining the final use. Flexibility is key to attracting funding. A fundraising campaign to raise £40,000 in seed funding will launch on 18 April 2025, covering surveys, legal and lease costs, planning, and consultation. The project will be managed by the Hampshire Community Rail Partnership (HCRP), a Community Interest Company with experience restoring disused station buildings. They are currently working on Romsey Station House and received national recognition in 2023.

Julia added that raising the £40,000 would demonstrate community commitment and strengthen future grant applications, including to the Railway Heritage Trust.

The Chairman invited questions from members.

- Cllr K Trehorn asked about the breakdown of Network Rail's reported £100,000 investment along with a query from Mandy Hayes whether damp issues had been resolved. Cllr O'Sullivan confirmed that remained and believed the majority of funding had been used for electrical works and external decoration.
- Cllr J M Baker asked about timescales. Julia indicated that once the £40,000 was raised, preparatory work could begin immediately. Mandy advised that the anticipated timeline for the project was 18 to 24 months, and noted that although the lease process could take 6–9 months, other tasks could proceed alongside it.

The Chairman resumed the meeting at 7:16 pm

- Cllr A D O'Sullivan expressed strong support for the project and noted the enthusiasm of Nick Farthing, Chair of HCRP, and Gary Wilburn, Managing Director of EP Architects. He encouraged public, organisational, and financial backing from the Council.
- Cllr V E Schooling emphasised the importance of visible support and suggested a financial contribution from the Council to help initiate fundraising.
- Cllr R A Reid echoed this, highlighting the need for both financial and practical assistance.



The Chairman acknowledged the Council's past involvement and expressed confidence in the renewed approach. He proposed that a financial contribution of £10,000 from the Community Infrastructure Levy (CIL) allocation be made to demonstrate the Town Council's commitment to the initiative and support the community fundraising campaign. This was seconded by Cllr A D O'Sullivan and unanimously supported by the Committee.

It was,

RECOMMENDED: That a financial contribution of £10,000 from the Community Infrastructure Levy (CIL) allocation be approved by the Finance & General Purposes Committee, in support of the No.1 Project.

115. LAND USE REQUESTS

The Town Clerk referred to the following requests:

a) Car Parking at Fawcetts

A request was received from Events by Stir to use Fawcetts Field for car parking on Saturday, 6th September 2025, in support of the Clifftop Music Festival in Highcliffe. As the event takes place outside the town, it was considered appropriate to apply a charge. The same company made a similar request last year, for which a fee of £400 was applied. A revised charge of £500 plus VAT was proposed for 2025. It was noted that the revised fee would cover any maintenance and associated costs.

It was,

RESOLVED:

That the use of Fawcetts Field for car parking be permitted in support of the Highcliffe Music Festival on 6th September 2025, subject to a charge of £500 plus VAT and the Council's usual terms and conditions of use.

b) Lions VE80

The Chairman referred to Appendix 1, which set out the proposed site plan for the VE80 Get Together event at the Recreation Ground on 4th May 2025. It was noted that the plan was required in connection with licensing arrangements, as previously agreed.

It was,

RESOLVED: That site plan for the VE80 Get Together on 4th May 2025 be approved.

116. CIL BIDS

The Town Clerk referred to Appendix 2, which outlined the outcome of five Community Infrastructure Levy (CIL) bids recently submitted to New Forest District Council (NFDC). Of the five bids submitted, three were recommended, with a combined total of £113,550.

It was also noted that the Friendly Dog Club is in line to be awarded £75,000 in CIL funding for replacement of their building, which is situated on land leased from the Town Council. This was a separate and independently submitted bid.

The Town Clerk reviewed the successful bids. One Town Council bid — for a footpath at Ballard across the water meadow — was not approved through this round of funding. However, it was confirmed that this project would be covered under the previously allocated Green Route CIL funding.

117. XMAS LIGHTS REPORT

The Assistant Town Clerk referenced Appendix 3 and provided an update on the first year of the Council's contract with Merlin Lighting Installations, noting that while some challenges were encountered mainly due to outdated and inconsistent infrastructure — the contractor had responded well, and improvements are expected going forward.

A key proposal for 2025 involves installing suspended lighting in three large street trees (between Boots and the former Halifax) and two outside Vision Express. This method is intended to reduce damage caused by wind and passing vehicles. A preview was displayed last year and received positively. This had been suggested by Merlin as a solution to ongoing outages at the location.

The Assistant Town Clerk recommended installing 22 lighting units per tree to achieve greater visual impact. Members were advised that guarantee is a standard 12 months, no guarantee is provided on the longer lifespan of the new lighting stock, insurance provisions are in place to cover damage caused by adverse weather, which has led to losses in previous years.

During the discussion, members expressed support for the proposals. Cllr A D O'Sullivan welcomed the use of two-colour tones for added contrast, while Cllr V E Schooling described the scheme as refreshing and inspiring, emphasising the joy the lights bring to residents.

Sponsorship remains strong, with support from both new and returning contributors, and the financial position is positive. Further sponsorship opportunities will be pursued. The Chairman thanked the Assistant Town Clerk and the Working Party.

ENDORSED: That the 2025 display to include 22 lighting units per large tree mentioned, with a colour scheme comprising warm white / bright white for the suspended installations. The existing festoon lighting, now beyond use, would be replaced with multicoloured bulbs, in keeping with the current scheme.

118. RISK MANAGEMENT

The Town Clerk referred to Appendix 4, noting the annual review of potential risks undertaken using the Local Council Risk Assessment (LCRS) software. This year's review identified 45 risk areas and 333 potential risks.

The Town Clerk summarised key areas and highlighted 7 new risks had been added to this year's assessment. These included considerations around local government reorganisation, asset transfers, and future planning for Town Hall facilities, noting the current 25-year lease ends in 2028. There may be a requirement for more space.

The Committee was supportive of the Risk Assessments as presented. It was,

ENDORSED: That Risk Assessments for 2025–26 be considered by Finance & General Purposes Committee in conjunction with Risk Management Strategy.

119. MEN'S SHED

The Town Clerk referred to a response received from NFDC Planning regarding the request for pre-application advice on the Men's Shed proposal to construct a storage building for dust extraction equipment and to install solar panels with battery storage.

The informal advice indicated that the proposal is supported in principle, and that a planning application could be submitted, subject to appropriate supporting documentation. Key considerations include the site's location within the Green Belt, proximity to trees, potential noise impact, and the need for new materials to match the existing building.

The Chairman highlighted the importance of ensuring that materials are in keeping with the current structure, as detailed in the NFDC planning response and noted that it would be for the Men's Shed to take forward the planning application themselves.

**120. BALLARD LAKE ENHANCEMENTS**

Jill Colclough of New Forest District Council (NFDC) provided an update on Phase 2 of the enhancement works, confirming that the project remains on schedule and contractors are now in their fifth week on site.

Footpath installation continues, largely following desire lines and using hoggin or SMA surfaces. Several previously planted trees have been replanted due to being in the way of the new path route. Drainage improvements are also underway, including covering of an exposed surface drain that previously posed both a trip hazard and a visual obstruction along with installation of underground drainage beneath new paths.

A planned section of no-dig tarmac path on the eastern side of the site will instead be constructed using hoggin, due to tree root constraints and low overhead clearance that would pose a safety risk if the path were raised.

The Chairman welcomed the practical approach taken to preserve trees and members noted the positive improvements to the site.

121. CRICKET CLUB LEASE

The Town Clerk advised that the Town Council's solicitor is currently awaiting a response from the Cricket Club's solicitor regarding what is expected to be the final draft of the lease. The Town Clerk expressed confidence that the lease will be completed before the Committee next meets.

122. DATE OF NEXT MEETING

Tuesday 27 May 2025 at 6.30pm in the Town Hall, Ashley Road, New Milton.

With no further business to discuss, the Chairman thanked members and staff for attending and for their work on the committee throughout the year. Also, thanks to members of the public who regularly attended and provided comments during public participation period

Councillor R A Reid expressed his gratitude for the support he received during his tenure as Mayor. He highlighted that it had been a brilliant year with many accomplishments and concluded by saying it was a pleasure to represent everyone.

The Chairman then closed the meeting at 7:49 pm.

CHAIRMAN _____ DATE _____

**SUMMARY OF ACTION POINTS**

Minute	Action Points	Action by date	To be actioned by
113c)	Insurance for container	ASAP	Town Clerk/ Estates Manager
113d)	Cricket Club advertising request	ASAP	Town Clerk
114	£10k CIL for No.1 Project	28.04.25	F&GP
115a)	Car Parking at Fawcetts	ASAP	Estates Manager
117	Xmas Lights enhancements	28.04.25	F&GP
118	Risk Management Strategy	28.04.25	F&GP
119	Men's Shed planning application	ASAP	Men's Shed

Distribution:

Town Councillors

Estates & Facilities Manager

District Councillor J L Cleary

County Councillors M Kendal, F Carpenter, and K Mans

New Milton Police

Press

Sue Larking – NMRA



Minutes of the meeting of the Finance and General Purposes Committee of New Milton Town Council held on Monday 28 April 2025 at 6.30 pm in New Milton Town Hall.

Chairman p D N Tungate
Vice-Chairman p A D O'Sullivan

Councillors: p J Adams p W Davies
p G R Blunden p R Maynard
p S J Clarke p R A Reid
p M Scott-Johns

In Attendance:

Officers: Graham Flexman - Town Clerk
Joy Bean – Administration Officer
Theresa Elliott – Assistant Town Clerk

The Chairman welcomed Councillors and Officers.

116. APOLOGIES

None

117. DECLARATIONS OF INTEREST

Cllr Alan O' Sullivan is our representative on Forest Arts who applied for a grant under minute 127a).

118. PUBLIC PARTICIPATION

None.

119. MINUTES

RESOLVED: That the Minutes of the Meeting held on Monday 17 March 2025, as previously circulated, be signed by the Chairman as a correct record.

The Minutes were duly signed.

120. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE ON AGENDA

The Town Clerk advised that all Action Points from the last meeting had been addressed.

Cllr Robert Maynard said that he had taken the opportunity to examine responses from Rejuvenate to questions he had asked in detail, and he felt that overall, they are providing good value, with some things being slightly expensive, namely the site hosting and the mailboxes, but the hourly rate for support is low and represents excellent value. He also bore in mind the expense of changing provider. He felt that we should continue to keep it under review.

The Assistant Town Clerk advised that she had received breakdowns relating to support hour invoices which demonstrated there are elements of support which they do not charge for and that any discrepancies have been resolved in our favour.

Cllr Maynard then asked about the payments to Vodafone, that is being progressed through the Estates Manager.

121. CORRESPONDENCE

The Town Clerk referred to the following item of correspondence:

An invitation from Hampshire & Isle of Wight Constabulary and the Office of the Police and Crime Commissioner (OPCC) to the Hampshire & Isle of Wight Local Policing Conference. Taking place in person at the Hilton Southampton - Utilita Bowl on 7th May commencing at 9:45am. They asked that the invitation be sent to councillors.

122. SCHEDULE OF PAYMENTS

The Chairman referred to Appendix 1 - Schedule of Payments for the period from 01 February to 31 March 2025 in the sum of £241,381.41. The Town Clerk highlighted the following items over £1,000.

Barrier Direct	Supply of cycle shelters and racks, funded by NFDC	£5,942.81
Barrie King	General Works Site Wide - Contractor	£1,050.00
HMRC Cumbernauld	Tax and NIC - December 2024	£13,102.29
HCC (Hants LGPS)	Pension Contributions - December 2024	£12,328.57
John Shutler	Undertaking of agreed tree works	£2,915.41
Latus Group	Statutory Health Screening of Estates Operatives	£1,194.00
rCOH	Neighbourhood Plan consultations	£4,863.00
Merlin Lighting	Christmas lighting display provisions including installation + removal	£11,670.36
South Coast Sports Academy	4 day of youth sports provision + Lunch & Snacks + Equipment. As part of HAF provision funded by HCC (Holiday Activities & Food program)	£1,774.95

Vita Play	Playground Inspections & Maintenance for Doe Copse, Ashley Recreation Ground, New Milton Recreation Ground and Long Meadow play areas during July, Aug, Sep & Oct	£1,404.48
Greenlock Electrical	Completion of car park lighting for Ashley project (CAPEX), replacement of faulty emergency light at Ashley Rugby Club, installation of new transformer in defib unit, call out for water heater fault at Empire Skate Building on the Rec.	£1,843.52
Juice	Website development, 2x Poster design (Afternoon Tea & Citizen of the Year)	£1,404.00
Lombard	Vehicle leasing BV71ZJZ, DX67UYD, DY20HTT, BC21NLU, BW21NYH	£2,215.23
npower	Electricity bills for various locations, includes invoices previously not paid spanning back to 2021	£3,560.18
Source for Business	Water bills including sewerage charges for various locations	£3,306.84
Staff/Members	Salaries and expenses February 2025	£37,590.10
Barrie King	General Works Site Wide - Contractor	£1,050.00
The Cliff House	Mayors Tea Party, Guest funded at £16.50 per person (82)	£1,253.00
HMRC Cumbernauld	Tax and NIC – December 2024	£12,964.76
HCC (Hants LGPS)	Pension Contributions – December 2024	£12,820.57
AquaCare	February Monthly Water Hygiene Monitoring at Indoor & Outdoor Bowls Club, Ashley Youth Centre, Ashley Sports Ground, Fawcetts Field & Fernhill	£1,642.82
Rejuvenate	Provision of managed services & all IT support + Line rental charges February	£1,523.95
WPGGroup	Fawcetts vehicle + plant fuel	£4,668.71
Barrie King	General Works Site Wide - Contractor	£1,050.00
John Shutler	Crown lifts and high priority tree works	£2,041.76
Juice	Website form development for Grant Aid Application & Allotment Waiting list. Poster design and artwork	£1,218.00
Merlin Lighting	Christmas Lights display - Supply of new festoon lighting & stripping of old lighting + installation	£9,532.56
Npower	Electricity including Recreation Events Supply, Sports Pavilion, AS-BOC, Moore Close/ Fawcetts. For period 01.02.25 + 28.02.25	£1,826.38
NFDC	Mixed waste bins servicing 01.04.25 to 30.09.25 & Town Hall offices annual rent 01.04.24 - 31.03.25	£8,674.76
Staff/Members	Salaries and expenses March 2025	£39,691.58
Lombard	Vehicle leasing BV71ZJZ, DX67UYD, DY20HTT, BC21NLU, BW21NYH - March	£2,452.61

Cllrs queried the following items:

- a) Cllr Wyn Davies asked about the ages of some of the vehicles on lease from Lombard. The Town Clerk advised that the Estates Manager has this under consideration and it might be time to change supplier. Cllr Robert Maynard said that there seems to be a tendency for lease companies to keep older vehicles going as the newer vehicles are so much more expensive and the rates we pay now are probably competitive.
- b) Cllr R Maynard asked about the monies paid to Aquacare for testing the water in respect of legionnaires disease, he wondered if that is something which could be brought in house. The Town Clerk said that this is a time-consuming operation, and not part of the core business of a Town Council. The Chairman suggested we could look at other suppliers.
- c) Cllr R Maynard asked about the money paid to Juice, particularly the amount spent on posters, Canva as a possible alternative for staff to use in house.
- d) The Town Clerk mentioned an invoice just received from NFDC in respect of the by-election last October in the sum of £8,600 – a large increase since the last by-election. Cllr Steve Clarke said that this must be what has been spent as NFDC cannot charge more.

RECOMMENDED: That the Schedule of Payments for the period 01 February to 31 March 2025 in the sum of £241,381.41 be ENDORSED for Town Council approval.

123. FEBRUARY ACCOUNTS

The Chairman referred to Appendix 2 - Monthly Accounts for February. The Town Clerk advised that Amenities is currently £51k over budget, predominantly due to employing contractors for ground works.

This is offset by F&GP which is currently under budget by £95k including a £12k saving on Town Development, £15k on Youth Co-ordination, £15k on Professional Fees and £30k more income than budget including £20k Youth Donations.

In total, the accounts show an overall saving of £44k to the end of February.

124. XMAS LIGHTS

The Assistant Town Clerk referred to Appendix 3 Christmas Lighting Display report for 2024-25 and highlighted issues which had been encountered this year including poor weather, vandalism and the first year with a new contractor, Merlin Lighting Installations.

Cllr Geoff Blunden thanked the Assistant Town Clerk for her report saying it had been a challenging year but that the display had been good all in all.



125. POLICIES

The Chairman referred to Appendix 4, being policies and procedures on Absence Management, Environmental Sustainability, Data Protection, Equality & Diversity, Recording/Use of Social Media/Exclusion of Public.

The Assistant Town Clerk advised Exclusion of the Public and Member/Officer Safety is a new policy, the others being updated in line with current legislation. Members noted these and it was,

ENDORSED: That these policies be referred to Town Council for formal adoption.

(The Assistant Town Clerk left the meeting at 6.54pm)

126. REFERRED MATTER

The Chairman referred to Appendix 5, being a matter referred from the Amenities Committee.

Minute 114: A recommendation that a financial contribution of £10,000 from the Community Infrastructure Levy (CIL) allocation be agreed by the Finance & General Purposes Committee, in support of the No.1 Project.

Committee members expressed strong support for this renewed initiative.

ENDORSED: That this matter be referred to Town Council for approval of £10k CIL.

127. GRANT AID

The Chairman referred to Appendix 6, being summary of Grant Aid for 2024/25.

- a) Application from Forest Arts Centre towards the costs of redefining and repainting the parking bay lines and on-floor safety notices in their car park which will increase the capacity in the car park. The Chairman expressed disappointment that the request was not for a cultural event. Cllr Geoff Blunden felt that this amounts to a maintenance issue. Following discussions and a vote

It was,

RESOLVED:

That this particular request from Forest Arts be declined.



- b) Application from Artful Scribe for £1,000 towards the costs of delivering the Play on Words festival.

Cllr Alvin Reid pointed out that the limit for a grant is £500 and asked that this be noted on the Grant Aid request form.

It was

RESOLVED:

That Artful Scribe be granted £500 from the Grant Aid Budget under the General Power of Competence.

128. YOUTH REPORT

The Chairman referred to Appendix 7 – Youth Report, which had been circulated previously.

Members commended the Youth Services Manager and her team for their excellent work and noted the contents of the report.

Cllr S J Clarke stated that he had been at a meeting of the New Milton Youth Trust, noting that the Storyquest Event which takes place at Ballard Water Meadow is ongoing. It involves the Fairy Doors at the water meadow some of which need to be renewed.

The Estates Manager had advised that they will be renewed by the end of the month, and some of the noticeboards which are also involved in the trail need to be replaced as they have fallen down. Cllr A Reid suggested that the Men's Shed might be able to help with replacing them.

129. RISK ASSESSMENTS

The Town Clerk referred to Appendix 8 Annual Review of Council Risk and advised that he and the Estates Manager reviewed the risks together and scored them in terms of both likelihood and impact. The big risk at present is investments, the £250k originally invested in Quilter Cheviot, now valued at £318k at the end of March, down from a high of £324k in December 2024. There had been a loss of £6k and a further loss is expected for April. However, the markets are recovering following initial White House dynamic policy changes.

There was some discussion about flooding and power outages and the need to work with NFDC on a local Disaster Recovery Plan and Emergency Planning generally.

The Town Clerk mentioned that the lease of the Town Hall comes to an end in 2028.



Cllr Alvin Reid asked if there was any other risk systems which we might look at as we have been using the Local Council Risk Assessment (LCRS) program for some years. The Town Clerk advised that he would investigate other alternatives.

RESOLVED: That the Risk Assessments for 2025/26 be endorsed for Town Council approval.

130. RISK MANAGEMENT STRATEGY

The Town Clerk referred to Appendix 9 Risk Management Strategy Report and drew attention to the impact of LGR, a new risk for the Town Council, in particular budgetary issues.

There was discussion about potential changes which LGR will bring, and the possible areas of work that might be passed over to Town and Parish Councils, with associated risks.

RESOLVED: That the updated Risk Management Strategy for 2025/26 be endorsed for Town Council approval.

131. CHAIRMAN'S UPDATES

The Chairman advised that he will be undertaking the Oakhaven Walk again this year to raise funds for the Oakhaven Hospice. The walk is taking place on 17th May. The Communications Officer is sending out an email giving details of the walk and a link for sponsorship, noting the recent rise in National Insurance had really hit the hospice sector very hard and therefore any sponsorship would be very welcome.

132. NEXT MEETING **MONDAY 9 JUNE 2025** at 6.30pm in the Town Hall, New Milton.

There being no further business to discuss, the Chairman closed the meeting at 8pm.

CHAIRMAN _____

DATE _____



Minute	Action Points	Action by date	To be actioned by
120	Vodafone information	ASAP	Estates Manager
122	Schedule of Payments	13.05.25	Town Council
125	Policies & Procedures	13.05.25	Town Council
126	Referred Matter – CIL	13.05.25	Town Council
127(b)	Grant Aid – Artful Scribe	ASAP	Assistant Town Clerk
129	Risk Assessment 25/26	13.05.25	Town Council
130	Risk Management Strategy	13.05.25	Town Council

Distribution:

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